

<p style="text-align: center;"><b>KENTUCKY CORRECTIONS</b> Policies and Procedures</p>	<p>Policy Number</p> <p style="text-align: center;">9.20</p> <p>Date Filed</p> <p style="text-align: center;">October 14, 2005</p>	<p>Total Pages</p> <p style="text-align: center;">3</p> <p>Effective Date</p> <p style="text-align: center;">February 3, 2006</p>
<p>References/Authority</p> <p>KRS 196.035, 197.020</p> <p>CPP 9.8</p>	<p>Subject</p> <p style="text-align: center;"><b>ELECTRONIC DETECTION EQUIPMENT</b></p>	

## I. DEFINITIONS

"Electronic drug detection equipment" means chemical detection devices used to detect the presence of controlled substances and explosives. Real time detection of microscopic traces of drugs from surfaces and objects by collection and concentration of atmospheric particulate and vapors that uses ion mobility spectrometry for detection and identification.

"Drug detection equipment operator" means a staff person who has been trained to operate and maintain electronic drug equipment.

## II. POLICY and PROCEDURES

### A. Training

Operators shall be trained in accordance with manufacturer's standards. Each facility shall have at least one trained drug detection equipment operator.

### B. Equipment Maintenance

1. Trained operators shall follow precisely the maintenance requirements set by the manufacturer.
2. Only authorized repair personnel shall repair the machine.
3. The manufacturer's recommendations for calibration and test verification shall be followed.

### C. Tests on Inmates

1. An inmate may be tested if returning to the facility from a work crew or trip, following a visit, as part of mandatory drug-testing program, or as part of an investigation.
2. Inmates shall be tested in accordance with CPP 9.8.

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3. Inmates testing positive may be required to provide a urine sample. Upon confirmation of a positive urine test, a disciplinary report shall be issued.
4. If the urine sample test result is negative, the positive drug detection equipment test may be cause for suspicion of illicit drug activity and the offender may be monitored closely. This information shall be shared with appropriate staff to monitor the inmate's activities and relationships within the institution, especially with other offenders and visitors.

D. Tests on Visitors

1. All visitors shall be subject to testing with the electronic drug detection equipment.
2. Test samples may be taken from the person, clothing, or any property that a visitor intends to take into any area of the correctional facility.
3. Any visitor who tests positive by the drug detection equipment shall be denied entry to the institution.
4. Any visitor who refuses to submit to the electronic drug equipment test prior to entry shall be denied entry to the institution.
5. Juveniles shall be tested under the supervision of and with the consent of a parent or legal guardian. If a juvenile tests positive, both the juvenile and the parent or legal guardian shall be denied entry into the institution.
6. If any parent or legal guardian refuses to allow the juvenile to be tested, both the juvenile and parent or legal guardian shall be denied entry into the institution.
7. Any visitor denied entry into the institution because of a positive test or refusal to submit to the test shall submit a written request to the warden for permission to return to the institution as a visitor.
8. The warden or designee may allow non-contact visits to visitors who test positive to the drug detection equipment and the search produces negative results.
9. The warden or designee may deny access to any visitor who tests positive with the drug detection equipment.

E. Tests on Employees

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1. An employee shall be subject to a search under this policy as authorized by the shift supervisor.
2. Test samples may be taken from the employee's person, clothing, or any property that is brought into any area of the institution.
3. An employee that tests positive by the drug detection equipment shall be subject to the search procedures as outlined in CPP 9.8.

F. Record Keeping

1. A log shall be maintained for all positive tests listing date, time, area and person tested, operator, test results including reading level and number of tests given, and action taken.
2. Daily logs shall document the daily calibration of the testing device on any day it is used.
3. Testing records shall be maintained for a period of one (1) year. Testing records related to positive tests shall be maintained for a period of five (5) years. All testing records are confidential and shall be released only if ordered by a court of proper jurisdiction.
4. A monthly summary shall be prepared on all positive tests and reported to the deputy warden for security.
5. Positive visitor test results shall be entered in the "Comments" section of the inmate's visiting list.